

**BY ORDER OF THE COMMANDER
AIR FORCE SPACE COMMAND**



AIR FORCE INSTRUCTION 91-301

**AIR FORCE SPACE COMMAND
Supplement 1**

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Safety

**AIR FORCE OCCUPATIONAL AND
ENVIRONMENTAL SAFETY, FIRE
PROTECTION AND HEALTH (AFOSH)
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This supplement implements and extends the guidance of Air Force Instruction (AFI) 91-301, ***Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) Program***. The AFI is published word-for-word without editorial review. The reporting requirement in this directive is licensed under RCS: HAF-SEC(A)6393). Air Force Space Command (AFSPC) supplemental material is indicated in bold face. This supplement describes AFSPC's procedures for use in conjunction with the basic AFI. It applies to HQ Air Force Space Command and subordinate units. It does not apply to Air National Guard (ANG) and Air Force Reserve Command (AFRC) units and members. This publication is consistent with Department of Labor (DOL) Occupational Safety and Health Act (OSHA) standards in 29 CFR 1960. Send a draft copy of NAF, Direct Reporting Units (Centers) and unit supplements to HQ AFSPC/SEG, 150 Vandenberg St., Ste 1105, Peterson AFB CO 80914-4260, for review and approval before publication. Send comments regarding this supplement to HQ AFSPC/SEG, 150 Vandenberg St., Ste 1105, Peterson AFB CO 80914-4260. Upon receipt of this integrated supplement discard the Air Force basic publication.

SUMMARY OF REVISIONS

This publication incorporates recommended changes from the AFSPC numbered air forces (NAFs), direct reporting units (DRUs – hereafter referred to as the centers) and wing safety staffs. It adds DRUs to the AFSPC supplemental instructions and clarifies procedures with Environmental Differential Pay (EDP). It also clarifies DOL OSHA escort requirements. It adds a new term and defines the MAJCOM functional manager requirements. It also identifies council attendees and mandates some council coverage. It reinforces the differential between a FSD and a RAC deficiency. A bar (|) indicates a revision from the previous edition.

2.5.5.7.1. (Added) NAFs, centers, wings and groups may designate high-interest areas based on local situations or special needs.

2.5.5.8. NAFs and centers will evaluate, coordinate and forward AFOSH and OSHA standard variance requests to HQ AFSPC/SEG for processing..

2.5.5.9. NAFs and centers will incorporate risk management principles when planning readiness training exercises.

2.6.12. All NAFs and centers will ensure that HQ AFSPC/SEC is a coordinating agency on all directives and acquisition management series instructions and that they include occupational safety and health requirements. SMC will ensure these areas are not only included in appropriate acquisition management instructions and directives, but also in contracts, where necessary.

2.8.6. See paragraph 2.9.17 .

2.8.7. See AFOSH Standard 48-137, *Respiratory Protection Program*.

2.9.13. Access to the electronic publications system satisfies this requirement. It is recommended that a hard copy of primary day to day operating documents be maintained to ensure access when needed.

2.9.15. Those areas determined as eligible for Environmental Differential Pay (EDP) must be considered for designation as high interest areas under **paragraph 2.9.12**, of the basic instruction.

2.9.19. The course will be taught from the material provided by the Air Force Safety Center. Local course material will be added by the local safety staff to meet local mission functions and requirements.

2.10.1.7. Provide updates to the installation ground safety manager as determined locally by safety staff.

2.10.2.8. (Added) Actively participate in EDP approval procedures

2.11.7. (Added) Show assigned project RACs on all Funding Utilization Board (FUB) documents and presentations.

2.12.7. Provide updates to the installation ground safety manager as determined locally by safety staff.

2.13.6. Coordinate with Public Health personnel for EDP requests.

6. A variance request based on an "impractical" task/operation must meet the definition in **Attachment 1** as added.

7.3. Evaluate worker overall training in conjunction with the annual review of OJT lesson plans. A review of the current job safety analysis must be part of that review process and should be done together with the worker.

10.3. (Added) AFSPC installation Chiefs of Safety (COS) or Ground Safety Managers (GSM) will extend Department of Labor (DOL) visit criteria regarding in-briefs, escort and exit briefings to all , federal and state Occupational Safety and Health Administration (OSHA) visits or inspections. The installation COS or GSM will notify HQ AFSPC/SEG and intermediate headquarters as soon as practicable but NLT the next duty day of the arrival of any state or federal DOL safety-, fire-, or health-related inspector or requests for in-house investigation of a complaint. Notification may be by telephone or facsimile.

10.3.1. (Added) Agency chiefs, or designated representatives, from bioenvironmental engineering, ground safety, and fire protection, will be present at all DOL OSHA in-briefings and closing conferences.

10.3.2. (Added) A representative from the appropriate local Air Force (Safety, Health or Fire) agency will escort and accompany the DOL inspector the entire time while he/she is on the installation except for visits to installation contractor operations. In that case, the agency representative will escort the DOL OSHA individual(s) to and from contractor facilities or operations. The DOL OSHA person should normally be turned over to an authorized contractor escort during the visit period and returned to AF escort jurisdiction once the contractor visit is concluded.

10.3.3. (Added) An exit briefing will be scheduled with the Installation/Wing Commander in either case.

14.1.2. Functional Managers are defined in **Attachment 1**.

14.1.4. The council held the last calendar quarter of the year will cover the areas, as appropriate, in basic **paragraphs 14.1.4.5. through 14.1.4.10.**

15. Each October, COSs/GSMs will evaluate the effectiveness of their safety and occupational health program. The evaluation should consider accident prevention efforts as determined by an analysis of mishap data (when appropriate), and accomplishment of command/local goals and tasks. Use the results of the evaluation to establish fiscal year goals and tasks.

18.5.9. The use of Air Force Form 3, Hazard Abatement Plan, is authorized for tracking RAC 4 and 5 hazards or deficiencies. The use of locally developed tracking methods is also authorized. When a local method is used, it will be established in a written directive that will include tracking and disposition of hazard.

Terms

Functional Manager - Functional Managers as used in this directive are those organizational commanders, deputy commanders, division chiefs or equivalents.

(Added) Impractical – That term applied to a task or requirement that is possible to accomplish, but for reasons of cost or other compelling reasons should not be attempted or completed.

A5.1.25. (Added) The fetal protection program. Include the supervisor's responsibility to refer pregnant workers to the Public Health Officer, who will, in turn, consult with the local BEE.

A8.1.Step2. As defined in **Attachment 1**, a FSD is a fire related deficiency, but by itself cannot cause a fire to occur.

LOUIS E. CHRISTENSEN, Col, USAF
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